

Instructions for completing:

**Missouri Department of Public Safety
Drug Abuse Resistance Education (DARE)**

Quarterly Progress Report

This instruction sheet is to aid the DARE grantees in completing the required quarterly progress report for the Department of Public Safety.

1. **Date Submitted** Self-explanatory
2. **Grant Number**
3. **Grant Name**
4. **Project Director** As designated in DARE contract with Dept. of Public Safety
5. **Program Agency Name**
6. **ORI**
7. **Person Completing Form**
8. **Phone No.** Self-explanatory
9. **Quarterly Reporting Period**
10. **Program Support Staff**
 - a) and b) Indicate the number of officers in each category
11. **Program Development/Enhancement**
 - a), b), and c) Self-explanatory
 - d) Indicate the number of presentations/events other than those related to core, Junior High Training (JHT), Violence Education Gang Awareness (VEGA), or Senior High Training (SHT) curriculum, visitation instruction, or those mentioned in 11a-11c. Please describe these activities, such as DARE clubs, summer programs, trips, etc. briefly.
12. **DARE Visitation Work Activities (K-4)**
 - a), b), c), d), and e) Indicate the appropriate figures for the quarterly reporting period only.
 - f) Indicate the appropriate number for the **total contract period**. For example, during Quarter 1, you have 3 schools that receive visitation instruction. You would put 3 in 12a) and 12f). During Quarter 2, one school that received visitation instruction in Quarter 1 receives another visitation and a new school receives visitation instruction. You would put 2 in 12a), but you would put 4 in 12f) because a total of four schools received visitation during the total contract period.
13. **DARE Core Work Activities (5th or 6th)**
 - a), b), c), d), and e) Indicate the appropriate figures for the quarterly reporting period only.
 - f) Indicate the appropriate number of consultations. Consultations would be one-on-one discussions with students at their request, or through an administrator concerning drug problems/issues or other individual concerns. General get-acquainted conversations should not be counted as consultations.
 - g) and h) refer to instructions for 12f)

14. Violence Education Gang Awareness (VEGA) Work Activities (6th or 7th)

Note: Most DARE programs focus on 5th & 6th grades. However, if your program has adopted a VEGA curriculum please indicate that activity in this section.

a), b), c), d), and e) Indicate the appropriate figures for the quarterly reporting period only.

f) refer to 13f)

g) and h) refer to instructions for 12f)

15. Junior High DARE Work Activities (7th to 9th)

Note: Most DARE programs focus on 5th & 6th grades. However, if your program has adopted a JHT curriculum for junior high schools please indicate that activity in this section.

a), b), c), d), and e) Indicate the appropriate figures for the quarterly reporting period only.

f) refer to instructions for 13f)

g) and h) refer to instructions for 12f)

16. High School DARE Work Activities (9th to 12th)

Note: Most DARE programs focus on 5th & 6th grades. However, if your program has adopted a SHT curriculum for high schools please indicate that activity in this section.

a), b), c), d), and e) Indicate appropriate figures for the quarterly reporting period only.

f) refer to instructions for 13f)

g) and h) refer to instructions for 12f)

17. Describe all work activities or areas of interest/concern not reported in the sections above

Indicate any other activity or information not reported elsewhere in this form which directly addresses any action and/or condition specified in your DARE contract. In addition, include a description of any other activities which will assist the Department of Public Safety to properly review and evaluate your program.

18. Signature of Project Director

Self-explanatory

19. Date

NOTE: When completing this form, please make a copy for your records and return the original to:

**Narcotics Control Assistance Program
Department of Public Safety
PO Box 749
Jefferson City, MO 65102**

If you have any questions on how to complete this form, contact Ms. Susan Kuebler at (573) 751-9000 ext. 218.

**Missouri Department of Public Safety
Drug Abuse Resistance Education (DARE)
Quarterly Progress Report**

1. Date Submitted _____ 2. Grant Number _____
mo day yr

3. Grant Name _____

4. Project Director _____

5. Program Agency Name _____ 6. ORI _____

7. Person Completing Form _____ a 8. Phone No.()

9. Quarterly Reporting Period _____ to _____
mo yr mo yr

10. Program Support Staff

a) No. of law enforcement officers certified to teach DARE _____

b) No. of law enforcement officers teaching one or more DARE classes,
presentations, or orientations during the reporting period _____

11. Program Development/Enhancement

a) No. of in-service orientation presentations to teachers _____

b) No. of parent education presentations _____

c) No. of community presentations _____

d) No. of other presentations/events _____

1. (Describe) _____

12. DARE Visitation Work Activities (K-4)

a) No. of schools provided visitation instruction during reporting period _____

b) No. of Kindergarten through 2nd grade classes provided
visitation instruction _____

- c) No. of 3rd & 4th grade classes provided visitation instruction _____
- d) No. of students who completed the course of visitation instruction _____
- e) No. of hours of visitation instruction _____
- f) No. of schools provided visitation instruction for total contract period _____

13. DARE Core Work Activities (5th or 6th)

- a) No. of schools provided core curriculum during reporting period _____
- b) No. of classes provided core curriculum _____
- c) No. of students who **completed** the course of education _____
- d) No. of students deselected from course of education _____
- e) No. of hours of core curriculum instruction _____
- f) No. of officer/student consultations _____
- g) No. of schools provided core curriculum for total contract period _____
- h) No. of classes provided core curriculum for total contract period _____

14. Violence Education Gang Awareness (VEGA) Work Activities (6th or 7th)

- a) No. of schools provided VEGA curriculum during reporting period _____
- b) No. of classes provided VEGA curriculum _____
- c) No. of students **completing** the VEGA course of education _____
- d) No. of students deselected from the VEGA course of education _____
- e) No. of hours of VEGA curriculum instruction _____
- f) No. of officer/student consultations _____
- g) No. of schools provided VEGA curriculum for total contract period _____
- h) No. of classes provided core curriculum for total contract period _____

15. Junior High DARE Work Activities (7th to 9th)

- a) No. of schools provided Junior High Training (JHT) curriculum during reporting period. _____

- b) No. of classes provided JHT curriculum _____
- c) No. of students who **completed** the JHT course of education _____
- d) No. of students deselected from the JHT course of education _____
- e) No. of hours of JHT curriculum instruction _____
- f) No. of officer/student consultations _____
- g) No. of schools provided JHT curriculum for total contract period _____
- h) No. of classes provided core curriculum for total contract period _____

16. High School DARE Work Activities (9th to 12th)

- a) No. of schools provided Senior High Training (SHT) curriculum during reporting period _____
- b) No. of classes provided SHT curriculum _____
- c) No. of students who **completed** the course of education _____
- d) No. of students deselected from course of education _____
- e) No. of hours of SHT curriculum instruction _____
- f) No. of officer/student consultations _____
- g) No. of schools provided SHT curriculum for total contract period _____
- h) No. of classes provided core curriculum for total contract period _____

17. Describe all work activities or areas of interest/concern not reported in the sections above

18. Signature of Project Director _____ 19. Date _____